

NORTHERN SPORTS FIELDS COMPLEX AND PARK COORDINATION  
&  
OVERSIGHT AD HOC COMMITTEE

Meeting Minutes  
12 September 2002 P.M.  
Marshall Community Center Annex, Marshall, VA

**1. Call to Order and Opening Remarks**

The September 12, 2002 meeting of the Northern Sports Fields Complex and Park Coordination and Oversight Committee (NSFC) was called to order by the Chairman, Harry Atherton, at 7:00 PM.

**Committee Members and Staff Present:**

Harry Atherton, Board of Supervisors  
Randy Wheeler, Deputy County Administrator  
Bob Sinclair, Planning Commission  
David Graham, Parks & Recreation Board  
Marie Glascock, Scott District  
Joan Fries, Marshall Business & Residents Association  
George Downes, Jr., FYSCC  
Ron Mabry, Project Officer  
Cynthia Hair, Staff  
Dick Keller, Kellerco  
Sue Wolford, PHR & A  
Steve Plescou, Williamsburg Environmental. Group  
Jack Weyant, PHR & A  
Joe Babarsky, DCS  
Ursula Baxley, Pool Site Poll  
Carolyn Bowen, Fauquier County Zoning Administrator  
Peter Mitchell, Fauquier County ADO

**2. Adoption of the Agenda**

The agenda was modified to allow for additions, as follows:

Item 7 – Transportation Study – Mr. Keller  
Item 8 – Pool Site Poll – Mrs. Baxley  
Item 9 – Project Design Update – PHR & A  
Item 10 – Roundtable  
Item 11 – Set Next Meeting Date  
Item 12 -- Adjourn

There being no further changes or additions to the agenda, it was adopted as presented.

### **3. Adoption of the Minutes of 8/8/02**

There were no changes to the minutes of August 8, 2002 meeting and they were approved unanimously upon motion made by Mr. Sinclair with a second by Mr. Graham.

(Approval of the minutes of the August 28, 2002 special meeting tabled until the October 10, 2002 meeting.)

### **4. Project Manager's Report**

- Lighting Consultant RFP: Mr. Mabry said that the RFP has not gone out. He said that consideration of alternative ways to deal with lighting are under way and he would like input from committee members in drafting the RFP for the lighting consultant. He suggested that the design engineer contract might be amended to include development of lighting standards that could be reviewed and approved by a lighting consultant. The advantage of this method is allowing the process to move ahead and only one RFP would have to be advertised. Mr. Sinclair said he agreed that this process was acceptable. Mr. Atherton had concerns about putting lighting consultation in the designer's hands. He said it might be better to go ahead with an independent lighting consultant to make sure it was done right. Mr. Sinclair said it seemed appropriate that a lighting consultant should be employed in a final review capacity. Mr. Mabry said that County staff is familiar with "dark sky" design as described by Clanton & Associates lighting consultants. Mrs. Bowen said Clanton & Associates is highly regarded nationally for this type of work. Mr. Atherton explained how the lighting design RFP would work and said that the County is in the process of adopting a lighting ordinance. He said he would prefer that a lighting consultant be employed from beginning to end in order to comply with a new County ordinance. Mr. Plescou suggested that both the design RFP and the lighting RFP be let at the same time, making Clanton part of a "design team". Mr. Sinclair and Mr. Atherton agreed with this idea.
- Groundwater Study RFP: Mr. Mabry distributed redline copies of the revised Groundwater Study RFP. He said the changes reflect staff revisions by Danny Hatch, Barney Durette and Paul McCulla. Mr. Mabry reviewed all changes with those present. MOTION: Mr. Atherton moved that the RFP proposal be accepted as revised. Mr. Sinclair seconded the motion and it passed unanimously.

### **5. Amendment(s) to Contract with FYSCC**

Mr. Atherton said that he and Mr. Downes have met to discuss the major area of concern, that being the operation time of the lights on various fields. Mr. Downes has a meeting next week with FYSCC where he will discuss flexibility of times on specific evenings and events. Mr. Atherton said the new lighting ordinance called for lights out at 11:00 PM (instead of 10:30 PM). Mr. Sinclair commented that lights should not remain on any longer than 11:00 PM as they are intrusive to neighbors and that the activities on the fields are for school-age children. Mr. Downes explained the existing Parks & Recreation practice of turning lights out at 11:00 PM unless a special permit is obtained. He explained that some older baseball groups do sometimes need to end later. Mr. Graham

said the 11:00 PM lights-out would not be a problem as tournament times are known well in advance and special permits could be obtained when necessary. Mr. Atherton asked Mr. Downes to ask the FYSCC to provide their number of anticipated special exceptions and to discuss flexibility of events, suggesting 11:00 PM may be too late on school nights and consideration of daylight savings vs. standard time.

#### **6. Presentation on County Lighting Ordinance**

Mrs. Bowen distributed copies of the proposed County lighting ordinance to those present. She discussed the work done by the Planning Commission and that the ordinance not only contains “dark sky” expertise, but also spillover lighting and intensity of light. She added that consultants at Mustco Lighting and Mark Skyler & Associates agreed that a specific standard cannot be attained, but that each site is unique and should be considered individually.

Mrs. Bowen said that the ordinance includes a lights-out provision of 11:00 PM, and several exceptions for items such as rain delays. She said a waiver modification was necessary to examine each case to ensure fairness for all users.

Mr. Atherton explained the scope of work undertaken by the Planning Commission and how the compromise was reached regarding children’s events and adverse neighborhood reactions.

#### **7. Transportation Study**

Mr. Keller distributed copies of a draft technical transportation study for the complex. He gave detailed explanation of the highlights of the report to look at the traffic impact once the park is complete. Included in his discussion were:

- Traffic counts and peak hours and routes
- Comparison of alternate routes (shortest, fastest, etc.)
- Parking and usage comparison to comparable facility in Round Hill (Franklin Park)
- Consideration of population distribution and park usage in 2004 (park completion date) and 2007, comparing both with the pool and without it

Mr. Atherton said that pedestrian traffic between the park and the two schools should also be examined.

#### **8. Pool Site Poll**

The Marshall Business and Residents Association (MBRA) conducted an independent survey on two (2) proposed sites for the swimming pool. One would locate the pool within the new park complex and the other would be on the grounds of the Marshall Community Center. Mrs. Baxley said the poll was evenly split (38 to 39). Mr. Atherton discussed the advantages and details of both sites and asked the committee to think about the pool location and to make their recommendations at the next meeting. He said he would discuss the specific terms of the Mellon gift with the executors as well.

### **9. Project Design Update**

Mr. Plescou discussed his water source study of the existing master plan for the park complex. He said that he had examined the pond and found it to be very shallow, but the water quality was good.

He discussed his recommendations for the fields, as follows:

- Irrigation of the Frisbee golf course
- Consideration of wet vs. drought years
- Drainage area for pond (small) and surface water collection
- Need for substantial groundwater because surface water is inadequate for site maintenance
- Consider size of pond & possible deepening/enlarging
- Determination of amount of well water needed with and without pond plus peak hours/months
- Formula of percentage of pond plus groundwater needed and “exchange level” of the springs that feed the pond

Ms. Wolford distributed an existing master plan review and three possible option alternatives and presented the pros and cons of each. The options were designed to offer alternative designs of the complex to facilitate permitting and building of the various venues. She said that she needed input from committee members regarding the changes so the process could get underway.

The committee decided unanimously that Option 1 was not acceptable.

Mr. Atherton asked that Options 2 and 3 be presented to the FYSCC and to the Northern Recreation Association for consideration at their next meeting(s) and that committee members get input for the next NSFC meeting.

### **10. Roundtable**

Mr. Mitchell requested permission to use the park site for parking for two stops on the Fall Farm Tour on September 21 and 22, 2002. Mr. Atherton said he would need to stay in touch regarding weather and other matters. Mr. Downes said that a certificate of liability to FYSCC and knowledge of Parks & Recreation policies was also required. Mr. Atherton asked Mr. Mitchell to get the appropriate information from Shelia Farmer in the County’s Risk Management Department and provide it to Larry Miller in time for the FYSCC meeting on Tuesday, September 17th.

### **11. Set Next Meeting Date**

The next regular committee meeting is scheduled for 7:00 PM, Thursday, October 10, 2002, at the Marshall Community Center Library.

### **12. Adjourn**

The meeting was adjourned at 9:25 PM.